

TITLE: Water Quality Specialist

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DEPARTMENT: Environmental ServicesREPORTS TO: Water SuperintendentSUPERVISES: Provides lead direction to Public Utility WorkersDEFINITION:

The Water Quality Specialist monitors the quality of the City of Gresham water supply to ensure meeting Oregon Health Division requirements as they relate to water testing, sampling, monitoring and notification. This position coordinates and administers the City's Cross Connection Control Program.

ESSENTIAL JOB FUNCTIONS-- (Any one position may not include all of the duties listed nor do the listed examples include all tasks which may be found in positions of this class.)

Monitors the City's water quality through routine sampling to meet State Health Department regulations.

Installs water-sampling stations and flushes mains to maintain water quality.

Submits timely and accurate reports required by Oregon Health Division assuring that violations do not occur.

Inspects private facilities for identification of potential cross connections. Ensures customers get adequate notifications for annual tests.

Inspects newly installed water facilities of private development projects for final acceptance by the City. Conducts two year warranty inspections of new private development and CIP water projects.

Maintains the Cross Connection Control Program database for assembly installations. Tracks and monitors annual test and facility inspection requirements.

Assures that City owned testing assemblies are appropriately tested.

Performs site/facility inspections identifying cross connections and recommends required protection. Follows up for compliance.

Responds to customer inquiries and investigates complaints regarding water quality related issues.

Coordinates and directs activities of Public Utility Workers performing assembly testing and water main flushing.

OTHER JOB FUNCTIONS

Performs other related duties as assigned.

Assists Program Analyst in water conservation activities.

WORKING CONDITIONS:

Work is performed outside in varying and extreme weather conditions as well as in an office. May be exposed to excessively loud noises from construction equipment, dust, and traffic. Employees risk physical hazard from mechanical and electrical equipment, exposure to live sewer systems, human debris, drug paraphernalia, hot tar and asphalt, heavy equipment, working in and around trenches, hazardous gases, fumes, paint, chemicals and pesticides. Physical effort is required to perform work in confined and cramped spaces and uncomfortable conditions, climb ladders, bend, reach, and stand. Regular lifting of objects and equipment ranging in weight from 25 to 90 lbs. is required. Subject to 24 hour call back for emergency conditions.

QUALIFICATIONS:

Knowledge of:

- City of Gresham's Water Utility Code, Oregon Administrative Rules, Chapter 333.
- City of Gresham's Public Works Construction Standards
- Maintenance, construction, and repair methods and procedures used in assigned area.
- Electricity and electrical systems and facilities.
- Automatic control valves.
- Basic computer skills and knowledge of various applicable software applications.
- Safety practices and procedures applicable to area of assignment.
- Safe and effective operating practices of light and heavy equipment used in assigned area.
- Traffic systems, signs, and signals.

Ability to:

- Assign work and provide lead direction to assigned public works personnel.
- Operate heavy equipment and power tools used in public works maintenance operations.
- Perform heavy manual work under confined and uncomfortable conditions.
- Communicate effectively and courteously with City employees and the public.
- Maintain records and logs.
- Produce effective written communication in the form of reports, memos, letters and notifications.
- Understand, follow and give oral and written instructions.
- Respond to emergencies on a 24 hour basis.
- Ability to work in environments requiring the use of a respirator.
- Physical ability to perform the essential functions of the job.

Education and Experience -- Any equivalent combination of education and experience which provides the applicant with the knowledge, skills, and abilities required to perform the job. A typical way to obtain the knowledge and abilities would be:

High School diploma or G.E.D. and five years directly related work experience.

Licenses, Certificates, and Other Requirements

One or more of the following certificates may be required depending upon area of assignment:

Valid Commercial driver's license with appropriate endorsements

Level 2 Water Distribution Certification

State of Oregon Backflow Prevention Assembly Testers License

State of Oregon Cross Connection Inspector's License

Approved: 7/17/00

Revised: 5/10/03

Union Code: GU

FLSA Status: NE